

MEETING MINUTES

PROJECT NAME: Terrebonne Sanitary District Formation **PROJECT NO.:** 297-2509-008

LOCATION: Microsoft Teams **MEETING DATE:** April 21, 2022 **TIME:** 3:00 pm

MINUTES BY: Ryan Rudnick

ATTENDEES: ~~Chris Doty~~ Todd Cleveland
 Ryan Rudnick Steven Shopshire
 Linda Swearingen Marika Sitz
 Guy Vernon Parker Vernon
~~Mike Walker~~ ~~Randy Lunsford~~
 Todd Cleveland Kristin Yurdin
 Tim Brown ~~Nick Kezele~~
~~Lauren Redman~~ ~~Janet Abbas~~
 Kieth Bedell

SUBJECT: District Formation Meeting #4

Introductions/Updates

- New members – Kieth Bedell, Wastewater Technician with Oregon Association of Water Utilities (OAWU)
- New information - Guy: why was the Walker parcel added into the Service Area?
 - Additional new customers from subdivision could help with initial district revenues
 - However, this boundary could appear to the public as developmental preference
 - Consider omitting cinder pit for now, allow for annexation later, confirm ok with Mike
 - Update EFS and Boundary Description, as needed
- Updates on Public Outreach efforts

Review Status on Action items from last meeting:

- PMX - Finalized and delivered EFS to JR and group, Prepared lot & block boundary description.
- JR – prepared prospective petition packet for review
 - Confirm chief petitioners – Tim, Guy
 - Add general petitioners – Mike, Kristin, Nick Kezele? Janet Abbas? Ferguson? Millers?
- Linda - Prepare public outreach strategy for gathering petition signatures (publicity, time frame, place, contact info, etc.) – no progress TD, will begin public outreach after petition is filed
 - Parker: Setup appointments with petition signers to review/discuss information and sign

District Formation Schedule

April 2022	File prospective petition, obtain County Clerk approval
May 2022	File final petition with required signatures
July 2022	First Public Hearing with County Commission
August 2022	Second Public Hearing with County Commission, District Formation Complete

Action Items due by next meeting on 5/19

- PMX
 - Check with Mike Walker on omission of Cinder Pit from Phase A
 - Update Boundary Description and EFS, as needed, send to JR to finalize prospective petition
 - Send Tim contacts list
 - Print prospective petition for Tim & Guy to sign and file with the County
- JR: finalize prospective petition with updated petitioner lists
- TSD / Linda
 - Call 10+ sewer supporters for approval to list them listing as anticipated petitioners, email additional names to Marika by 4/26 (Marika.Sitz@jordanramis.com)
 - Start filling out contacts list for setting up signature appointments
 - Linda/Parker: update Nick Kezele and work out logistic for gathering petition signatures
 - Linda: prepare petitioner sign in sheet: name, contacts, willing to testify?
 - Call owners/electors in the service area to setup signing appointments
 - Guy/Tim: sign prospective petition at Parametrix and file with County Clerk